

The NH Division of Weights and Measures

FINDINGS IN THE FIELD (e-letter) ***Division Field Notes ~ Technician Tips***

TO: Licensed NH Service Technicians and Service Companies
FROM: New Hampshire Division of Weights and Measures
DATE: July 2014
TOPIC: **Note #3: Installation of Devices into Commercial Service & Position of Equipment (i.e. Customer Readability)**

Installation of Devices into Commercial Service

A licensed NH service technician ***shall***:

- place devices into commercial service *if* they meet the requirements of NIST Handbook 44; (See HB 44: <http://www.nist.gov/pml/wmd/pubs/hb44-14.cfm>);
- follow the instructions of the device manufacturer and any instructions marked on the devices;
- place devices in *fixed* locations so that their operation and performance will *not be adversely affected* by any characteristics of the foundation, support, or other aspect of the installation;
- adjust devices by making all adjustments and calibrations to devices as ***closely as practicable to zero error***; and
- Remove and appropriately affix security seals to any adjustment mechanisms designed to be sealed, unless ordered otherwise by the division. For more information or for an official copy of the Division's laws and rules: see NH Admin. Rule Agr. 1405.04 "Privileges of Service Technicians" and go to: <http://www.gencourt.state.nh.us/rsa/html/NHTOC/NHTOC-XL-438.htm>
http://www.gencourt.state.nh.us/rules/state_agencies/agr1400.html

Position of Equipment

Devices used for direct sale weighing and measuring transactions ***shall*** be positioned so that its indicators may be accurately read and the weighing or measuring operation may be observed from some reasonable customer and operator position. See NIST Handbook 44, G-UR 3.3 "Position of Equipment."

Please be advised that this e-letter addresses specific issues encountered by Division investigators and Division staff including: devices that licensed NH service technicians test, calibrate, and certify pursuant to RSA 438, updates and reminders of procedures and techniques in the NIST Handbooks, reminders of the Division's laws and rules and other relevant matters. It is intended for educational use and is not a complete representation of the Division's laws or rules.

For a complete and official version of the Division's laws and administrative rules go to our ***newly designed website***: www.agriculture.nh.gov & click on the Division of Weights & Measures laws and rules page, or contact the Division at (603) 271-3700 or (603) 271-2894